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Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF REGISTRATION OF SANITARIANS
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JOHN C. CHAPMAN
UNDERSECRETARY OF OFFICE
OF CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Approved Meeting Minutes

September 21, 2016

1000 Washington – Room 1C

Boston, MA 02118

Members Present:

Kathleen MacVarish, Chair
Paul Seigny, Vice Chair
Thomas Goodfellow, Secretary
Jennifer Sullivan

Members Absent:

Rosemarie Decie

Board Staff:

Peter Kelly, Executive Director
Sheila York, Board Counsel

1. **Call to Order:** The Chair called the meeting to order at 10:03.

2. **Building Emergency Exit Procedure Announcement:**

The emergency evacuation procedures were reviewed.

3. **Board Review and Acceptance of the Open Public Session Minutes:**

Discussion: Minutes of the June 22, 2016 Public Meeting Minutes were reviewed.

The Chair noted that the minutes should be corrected to reflect that the 6-CEU's approved for the Wilderness First Aid class is eligible for credit for 1-time only.

Motion to approve with correction by: J. Sullivan, Seconded by: T. Goodfellow

Motion passed - 3-yes, 1-abstention

4. Application Review:

The Board reviewed (2) applications for examination and approved the following (1) applicant:

Ms. Mallory Langler

While reviewing Ms. Angel Lehtonen's application it was noted that the transcripts did not indicate that a Bachelor's degree had been obtained. Therefore the application was deemed incomplete and Board staff will notify applicant of the deficiency.

5. Board communication and outreach:

The Board discussed various suggestions and pictures for the Board informational handout. Board staff will update the draft brochure for final review at the next Board meeting.

6. Review CEU Audit:

The Board approved the CEU's submitted by the following licensees:

Mr. Richard Lewis # 1329 (2015 Audit)
Mr. Brent Reagor # 1204 (2016 Renewal)
Ms. Leslie Whelan # 1152 (2016 Renewal)

The (2) following licensees did not respond to the 2015 CEU Audit:

Mr. Linden Witherell # 747
Mr. Michael Pepe # 1188

A motion was made to open complaints for those licensees that have failed to respond to the 2015 CEU Audit.

Motion by: P. Sevigny, Seconded by: T. Goodfellow, unanimously approved

7. Recognized Entity Status:

Board staff has received some requests recently from organizations seeking "Recognized Entity Status" to offer continuing education. It was noted that colleges; universities; national and international institutes; federal, state and municipal agencies; public health organizations; and other professional associations and organizations which offer such continuing education programs are defined as such per 255 CMR 2.03.

8. Board Counsel Report:

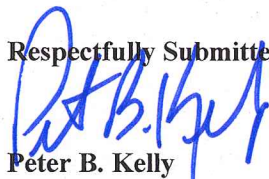
Sheila York, Board Counsel provided an update on Executive Order # 562 regulation review and public hearing process. The Public Hearing regarding the proposed regulation changes is scheduled for Wednesday, September 28, 2016 at 10:00 am.

9. Investigative Conference:

The Chair announced that cases were not available to be discussed and therefore no Investigative Conference would be necessary.

- 10. Adjournment:** Chairperson MacVarish noted that all the items on the meeting agenda had been addressed and suggested that the meeting be adjourned. Hearing no objections, the members voted unanimously to adjourn the meeting, and there being no further business, the meeting was adjourned at 11:11 a.m.

Respectfully Submitted,



Peter B. Kelly
Executive Director

Documents used at the Meeting:

Meeting Agenda (9/21/16)
Draft Meeting Minutes (6/22/16)
Sanitarian Board Informational Handout
Exam Applications for approval
CEU's submitted for approval